



Board of Health Agenda

Date: June 24, 2020

Time: 2:00 PM

Location: Conducted by Remote Participation

AGENDA ITEMS

1. Administrative

BOARD OF HEALTH MEETING AGENDA

Date: Wednesday, June 24, 2020

Time: 2:00pm

Location: Conducted by Remote Participation

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20 relating to the COVID-19 emergency, the June 24, 2020 public meeting of the Arlington Board of Health shall be physically closed to the public to avoid group congregation. The meeting shall instead be held virtually using Zoom.

Public access to this meeting shall be provided in the following manner:

Real-time public comment can be addressed to the Board of Health utilizing the Zoom virtual meeting software for remote participation. This application will allow attendees to request an opportunity for public comment, and allow the Board Chair to grant attendees the opportunity for public comment. Attendees can use either phone or computer to participate in the meeting. Public comment can also be sent in advance of the meeting by emailing the Board of Health at boh@town.arlington.ma.us by no later than 5pm on June 23, 2020. Submitted public comment will be read into the record at the appropriate points in the meeting.

Zoom Login instructions:

Instructions and the meeting link for this specific meeting can be found on the Board's agenda and minutes page or on the Town's meeting calendar. The meeting registration information is listed below. When attendees enter the meeting, they will be placed into a virtual waiting room. Attendees will be admitted into the meeting from the waiting room at the start of the meeting.

Please register in advance for this meeting:

<https://zoom.us/meeting/register/tJwucOupqzopG915bnThXPpRXKUvicuDsCdo>

After registering, you will receive a confirmation email containing information about joining the meeting.

Agenda Items

2. Acceptance of Meeting Minutes from June 10, 2020
3. COVID-19 Situational Update

4. Public Health Nurse Update

HEARING:

5. HEARING:

Keeping of Hens - 8 Menotomy Rocks Drive

DISCUSSION:

6. DISCUSSION:

Board of Health Meeting Schedule

UPDATES:

7. UPDATES:

Environmental

8. UPDATES:

Restaurant

PUBLIC COMMENT

Adjourn



Town of Arlington, Massachusetts

Acceptance of Meeting Minutes from June 10, 2020

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	06102020_Minutes_Board_of_Health_Draft.pdf	Meeting Minutes 6-10-2020



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

BOARD OF HEALTH MEETING MINUTES

Date: Wednesday, June 10, 2020

Time: 4:00pm

Location: Conducted by Remote Participation

In accordance with the Governor's [Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20](#) relating to the COVID-19 emergency, the June 10, 2020 public meeting of the Arlington Board of Health shall be physically closed to the public to avoid group congregation. The meeting shall instead be held virtually using Zoom.

Public access to this meeting shall be provided in the following manner:

Real-time public comment can be addressed to the Board of Health utilizing the Zoom virtual meeting software for remote participation. This application will allow attendees to request an opportunity for public comment, and allow the Board Chair to grant attendees the opportunity for public comment. Attendees can use either phone or computer to participate in the meeting. Public comment can also be sent in advance of the meeting by emailing the Board of Health at boh@town.arlington.ma.us by no later than 5pm on June 9, 2020. Submitted public comment will be read into the record at the appropriate points in the meeting.

Zoom Login instructions:

Instructions and the meeting link for this specific meeting can be found on the [Board's agenda and minutes page](#) or on the [Town's meeting calendar](#). The meeting registration information is listed below. When attendees enter the meeting, they will be placed into a virtual waiting room. Attendees will be admitted into the meeting from the waiting room at the start of the meeting.

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<https://zoom.us/meeting/register/tJMrfuihqzoqGdDcxRWnxLhFs5yhushmqPI>

After registering, you will receive a confirmation email containing information about joining the meeting.

Agenda Items

1. ADMINISTRATIVE

Hello, this is Natasha Waden, Arlington's Director of Public Health. Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and allowing us to adhere to social distancing requirements during the Covid-19 crisis, this Town of Arlington Board of Health meeting is being held virtually via Zoom for audio and video participation of Board Members and the public. When you entered this meeting, you were automatically muted. During this meeting you will be unmuted individually as needed. These controls are in place to ensure that today's meeting is safe and effective. At this time, I would like to confirm that all members and persons anticipated on today's agenda are present and can hear me.

Board Members, when I call your name and unmute you, please respond in the affirmative.

1. Marie Walsh Condon - Present
2. Kevin Fallon - Present
3. Ken Kohlberg - Present

Health Department staff, please respond in the affirmative when I call your name and unmute you.

1. Kylee Sullivan - Present
2. Pat Martin - Present
3. Jessica Kerr - Present
4. Laura Munsey - Present
5. Emily Sullivan - Present

Applicants and Representatives, do we have anyone on the call representing the Apothca hearing? Affirmative: Joseph Lekach, Richard Philbrick, and Valerio Romano.

Thank you everyone.

As stated, this Open Meeting of the Arlington Board of Health is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the COVID-19 Virus.

In order to mitigate the transmission of the COVID-19 Virus, the Town of Arlington has been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting, allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will have two public comment periods, one during the continued hearing for the Permit to Operate Co-Located Registered Marijuana Dispensary and Marijuana Establishment and the second at the end of the meeting. If you would like to comment during one of the public comment periods, please use the "Raise Hand" function if on a computer, or "Dial *9" if on the phone. When your name or phone number is called, and you are unmuted, please state your name and provide your comment. All attendees will be afforded 3 minutes for any comments.

For this meeting, the Board of Health is convening by telephone and computer conference via Zoom as posted on the Town's Website identifying how the public may join.

Only Health Department staff will be able to share their screen during this meeting. Board Members and Department Staff may be participating by video conference. Accordingly, please be aware that other folks may be able to see you. Anything that you broadcast may be captured by the recording.

All of the materials for this meeting are available on the Novus Agenda dashboard, and I recommend that Board Members and the public follow the agenda as posted on Novus unless otherwise noted. Members of the public are encouraged to provide written public comments.

Before we get to today's agenda, I am going to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

Marie Walsh Condon, the Board Chair, will introduce each agenda item. After the item is presented, she will go down the list of Board Members, inviting each by name to provide any comment, questions, or motions. Please hold comments or questions until your name is called and you are unmuted.

For any response, please wait until the Chair yields the floor to you, and state your name before speaking.

Finally, each vote taken during this meeting will be conducted by roll-call vote.

Marie, can you please now review today's agenda. Floor yielded to Dr. Marie Walsh Condon.

Hello everyone, welcome to today's Board of Health meeting. We will start today's meeting by accepting meeting minutes from the Board's 05/27/2020 meeting.

2. [Review 05/27/2020 minutes]

Does any Board member have comments on the 05/27/2020 meeting minutes? No Board Members had comments, and Dr. Kevin Fallon made a Motion, which was seconded by Mr. Kenneth Kohlberg, to accept the May 27, 2020 Minutes, as submitted.

We will now take a roll-call vote to approve the May 27, 2020 meeting minutes. Please respond after I call your name:

1. Marie Walsh Condon – approve
2. Kevin Fallon - approve
3. Ken Kohlberg – approve

Vote 3-0 in the affirmative (unanimous)

Thank you everyone. We will now continue to our next agenda item, with a situational update from Natasha Waden regarding the Town's response to the COVID-19 pandemic.

3. COVID-19 SITUATIONAL UPDATE

Director Waden yielded the Floor to Public Health Nurse Jessica Kerr who reported there have been 311 positive cases of COVID-19 reported in Arlington, and 41 deaths. She also reported positive progress has been made regarding reducing the community spread, including at long-term care facilities in town. Contact tracing has continued, both for new cases, as well as checking back on previous cases to review recovery status. She reported there may be changes in Arlington's reporting criteria, especially regarding anti-body tests which will allow us to mirror the new changes and recommendations made by the State. Ms. Kerr also wanted to take a moment to recognize and applaud the fine work of Ms. Mia Nardini, who is the MRC Coordinator for our Region. Arlington is the host agency for the regional MRC Program, which includes 18 surrounding communities. Under Ms. Nardini's leadership, we currently have 558 credentialed volunteers who have provided over 4,000 volunteer hours of service during the COVID-19 pandemic. The economic impact has been almost \$100,000 in service hours provided. MRC Volunteers have been deployed to deliver food and medications, provide backfill services for hospitals, work at call centers, testing clinics, and most recently to assist with the town election, not to mention a variety of other duties.

Ms. Kerr yielded the floor to Director Natasha Waden who reported that on Monday, June 8th we began the Governors Phase 2, Step 1, approach of the re-opening. The Health Department has now received all of the guidelines from the state regarding the Phase 2 re-opening of businesses, camps, parks, pools, and outdoor activities. The Department has been working with the Community, Recreation Department, and Leadership Committee to review the requirements to safely open these businesses, facilities, and activities.

Director Waden stated that Restaurants can now allow outdoor seating, however there are a lot of requirements to ensure social distancing and keeping tables 6 feet apart. She reported some restaurants previously obtained permits to provide outdoor seating and can begin operations, however the establishments that previously did not have outdoor seating permits, will need to go through an application process and the form will be available shortly. Permits will be approved and issued by the Select Board. In Phase 2, Step 2, restaurants will be allowed to open up to indoor seating, but with reduced capacity, and that date is yet to be determined.

The Health Department has also received guidelines for Camps and Pools. Many camps have reviewed the State requirements and are cancelling programs, because they can only operate having 10 children per group. Having appropriate in-door space during inclement weather may be challenging to some camps. Pool inspections will begin soon. Parks and Playgrounds as well as youth sports are going to start to open again shortly, however there are strict guidelines and protocols. We are working with the Recreation Department to begin opening, and signs will be posted at all fields. More information will follow shortly.

Director Waden yielded the floor to Inspector Kylee Sullivan who stated all safety protocols are being reviewed in detail. Phase 2 which began Monday, June 8th includes: camps for children and child care facilities, as well as sports programs for children, both indoor and out as long as they abide by the safety protocols including no contact drills. Adult only sports programs can begin outside, however are not yet permitted inside, and also include no contact drills. Hotels and lodging, and short term rentals such as air bnb are now allowed to open. Golf facilities, and outdoor recreational activities are now allowed. As Director Waden reported, restaurants can now open for outdoor dining. Funeral homes have also loosened restrictions in Phase 2.

Floor Yielded to Marie Walsh Condon

4. [Hearing: Apothca, Inc. - Permit to Operate Co-Located Registered Marijuana Dispensary and Marijuana Establishment]

Dr. Marie Walsh Condon stated the Board will now review an application for a permit to operate a co-located registered marijuana dispensary and marijuana establishment proposed by Apothca, Inc. located at 1386 Massachusetts Avenue. This application was presented to the Board during its 05/27/2020 Board meeting, so this is a continued hearing. Dr. Walsh Condon yielded the floor to Inspector Martin to brief the Board on this application.

Inspector Martin reported that per the Boards request, Apothca, Inc. has submitted an updated escrow account, which has been provided to the Board for review. He further stated that Town Council has reviewed the application, and confirmed that the

requirements of the Cannabis Control Commission, regarding Waste Hauling would satisfy and meet the requirements of our regulations.

Inspector Martin reported Apothca agreed to have a Nurse available and on retainer for medical inquiries, on case-by-case basis. He further reported the Arlington Police Department has completed their review, and found the application and plans to be comprehensive and met their requirements.

Inspector Martin updated the Board and summarized discussions at the May 27th meeting regarding ID's and training. He stated that Apothca has not yet finalized a responsible training agreement due to COVID-19. However, no start date will be implemented until that is in place.

Inspector Martin stated that Apothca, Inc. has been very responsive to all requests for information, and all requirements and recommendations made by the Board and the Health Department.

Inspector Martin yielded the floor to Dr. Marie Walsh Condon for questions from the Board.

Dr. Marie Walsh Condon inquired about the process for "outdated/expired product" that was referenced in the application.

Mr. Joseph Lakach, CEO of Apothca, Inc. stated the expiration dates for products are for edibles and extracts only. Those products are manufactured elsewhere, and there is an expiration date assigned to those products by the manufacturers. Once the expiration date has been reached, the product will be destroyed per Apothca's SOP's.

Dr. Marie Walsh Condon inquired if the "Consumer Educational Materials" referenced in the application have been made available for review by the Arlington Health Department.

Mr. Lakach stated that all Consumer Educational Materials were approved by the Massachusetts Department of Public Health, as well as the Cannabis Control Commission. He stated, there are no changes to the Medical Marijuana Consumer Educational Materials and they are on file and can be reviewed by the Arlington Board of Health team any time.

Dr. Marie Walsh Condon reiterated that under the Section regarding separation of recreational and medical, it referenced an area to meet for a confidential consult, and wanted to reiterate that absolutely no medical advice can be given by anyone other than a Licensed Medical Professional.

Mr. Lekach confirmed that no medical advice will be given by anyone other than a Licensed Medical Professional.

The floor was yielded to Dr. Kevin Fallon, who stated the application was very thorough, and thanked Inspector Martin and the Health Department for their hard work on this application, and believed that he/they did a great job. Dr. Fallon has no additional questions for the Applicants at this time.

The floor was yielded to Mr. Kenneth Kohlberg, who stated he had no additional questions or comments, and yielded the floor to Dr. Marie Walsh Condon.

Dr. Walsh Condon invited any member of the public that would like to comment on this application is asked to please use the "Raise Hand" function if on a computer, or "Dial *9" if on the phone. When your name or phone number is called, and you are unmuted, please state your name and provide your comment. All attendees will be afforded 3 minutes for any comments. Please note, comments should be related to the permit hearing at this time, there will be a public comment period at the end of the meeting for general comments

There were no comments by members of the public regarding this application.

The floor was yielded to Inspector Pat Martin who made a recommendation to the Board to approve the application to operate a co-located recreational and medical marijuana establishment conditional upon approval from Cannabis Control Commission. He reported all fees have been paid, the final approval will not be granted until a pre-operation inspection has been conducted and all requirements have been met.

The floor was yielded to Dr. Marie Walsh Condon who asked the Board if they would like to make a motion to approve the application.

The floor was yielded to Dr. Kevin Fallon, who made a motion, which was seconded by Mr. Kenneth Kohlberg, to approve the application submitted by Apothca, Inc. located at 1386 Massachusetts Avenue to operate a co-located registered marijuana dispensary and marijuana establishment conditional upon the Cannabis Control Commission and Arlington Health Department's final approval.

Board Members, we will now take a roll-call vote on Dr. Fallon's Motion. Please respond after I call your name:

1. Marie Walsh Condon – approve
2. Kevin Fallon - approve
3. Ken Kohlberg – approve

Vote 3-0 in the affirmative (unanimous)

Thank you everyone. We will now continue to our next agenda item, with updates regarding Environmental Health, Restaurants, and an update from our Public Health Nurse.

5. [Update: Environmental Health]

Inspector Sullivan stated as a result of COVID-19 the Health Department has suspended many routine inspections, and have only conducted emergency inspections as needed. The Department is now looking at reinstating those inspectional services. The Health Department has received several hen applications, and may have hearing scheduled at the next few meetings. Inspector Sullivan reported there have been numerous complaints regarding rodent activity around town, and the department has been gathering the information and adding these sightings to the rat map. Inspectors have not been able to do assessments on private properties at this time, but are recommending resources, and private pest control services.

Inspector Sullivan reported the Health Department Staff is starting to permit camps, bathing beaches, and pools. The Department is working to notify all interested parties of the additional operational requirements and/or restrictions due to COVID-19.

6. [Update: Restaurants]

Inspector Sullivan reported the Department will be working with the Select Board to provide temporary outdoor dining licenses to establishments who wish to provide outdoor seating. It is the goal to get this up and running as expeditiously as possible.

Inspector Sullivan reported that Little Joes Convenience Store is having a change of ownership.

7. [Update: Public Health Nurse]

Moved to Agenda Item 3 – COVID-19 Situational Updates

8. Public Comment]

Dr. Marie Walsh Condon stated, our final agenda item is the public comment period.

If you would like to comment during the public comment period, please use the "Raise Hand" function if on a computer, or "Dial *9" if on the phone. When your name or phone number is called, and you are unmuted, please state your name and provide your comment. All attendees will be afforded 3 minutes for any comments.

The floor was yielded to Ms. Joanne Preston – Town Meeting Member from Precinct 9.

Ms. Preston stated she has received a number of complaints from seniors who reside in the senior housing buildings in town, regarding their frustration in not having received their COVID-19 results when they were promised in 2 days.

She stated residents of Cusak Terrace were tested on June 2nd, and were told they would get results in 2 days. One resident reported she called the Fallon Ambulance Number that was provided and waited on hold for 45 minutes. She stated she called the Board of Health line for 2 days and the phone was busy, and then would cut off, and appeared not to be working. Ms. Preston reiterated that the residents want to know their results, and they have every right to know. She stated another resident from Chestnut Manor needs to see her doctor, and they want to know if she is positive before she goes in for her appointment.

Ms. Preston also reported she has heard there were 4 positive cases in Cusack Terrace and residents reported they saw one of the individuals walking the halls and going out for coffee, stating they were cured. Ms. Preston inquired why there is no additional follow-up testing after someone has tested positive, and wants to know who monitors these seniors to see that they don't go out. Ms. Preston reported she has called the Health Department for 10 days to see how these seniors could get their testing results.

Director Natasha Waden stated the Health Department did help to coordinate testing at Cusak Terrace with Fallon Ambulance, and agreed there were some bumps and confusion regarding how results would be reported. Fallon confirmed to the Health Department that they did indeed call all the seniors tested but many did not answer the phones, and they couldn't leave messages. She reported the Department is working to get a more comprehensive process in place. Director Waden stated, the Board of Health gets notified by the State for all positive results, and the Health Department reaches out to all positive cases. She acknowledged the anxiety felt by our seniors. Inspector Kylee Sullivan reported that earlier today, Fallon Ambulance provided a new phone number to call to get results which is: 617-459-9999.

Director Natasha Waden yielded the floor to Public Health Nurse Jessica Kerr who explained the process of what happens when someone tests positive. If someone tests positive, results are reported to the state. The state assigns the case to Arlington. Individuals are contacted immediately once we get the results. Calls are followed up with emails and the state recommendations. We explain the results, the isolation period, as well as the process for coming off of isolation. The CDC and DPH provide the guidelines for coming off isolation, which is a combination of time and symptoms. Individuals can also come off isolation if they test negative 2 times over 24 hours apart. It has been found however that people are testing positive for long periods of time after recovery and the testing method is not recommended by Health Authorities. Nurse Kerr reported people are most infectious when they are showing symptoms, actively coughing, etc.

Jessica Kerr stated we have received calls from individuals asking about the status and results of other residents in senior housing and we cannot and will not relay any medical information. That is private information, and all individuals are protected by HIPPA.

Joanne Preston asked to take into consideration the population in the Arlington Housing Authority. She stated there are people with dementia, and high risk individuals in low income housing. They are the most likely to die if infected with the virus and suggested there needs to be more concerted effort for follow-up. She stated low income individuals don't have access to other forms of testing, and it is up to the Board of Health to make them feel safe. She asked the Board to rethink their strategies a little, for people who have active cases. This is a very vulnerable population, and many don't have high level cognitive functions and there may be 100 seniors living in one building.

Ms. Preston asked what other resources are being provided to these Seniors.

Director Waden stated the Council on Aging is part of the Health & Human Services Department, and stated we work very closely together. The COA has on-going relationships with these seniors, and they have been reaching out throughout the pandemic to this population to make sure all their needs are being met, including food and medicine deliveries, as well as free masks provided to every resident. She stated the Council on Aging has 2 full time Social Workers on Staff who have been reaching out to all our seniors. Ms. Preston stated that is not sufficient.

Dr. Marie Walsh Condon thanked Joanne Preston for her comments.

There were no additional public comments.

That concludes the Board of Health's agenda for today's meeting. Does a Board Member move to close this meeting?

Motion to Adjourn made by Dr. Kevin Fallon, Seconded by Mr. Kenneth Kohlberg.

We will now take a roll-call vote to close today's meeting. Please respond after I call your name:

1. Marie Walsh Condon - Yes
2. Kevin Fallon - Yes
3. Ken Kohlberg – Yes

Vote 3-0 in the affirmative (Unanimous)

Thank you everyone for attending and participating in today's meeting. Have a nice day.

Meeting Adjourned 4:53 pm.



Town of Arlington, Massachusetts

COVID-19 Situational Update



Town of Arlington, Massachusetts

Public Health Nurse Update



Town of Arlington, Massachusetts

Keeping of Hens - 8 Menotomy Rocks Drive

ATTACHMENTS:

	Type	File Name	Description
📎	Reference Material	8_Menotomy_Rocks_Dr_App.pdf	8 Menotomy Rocks Drive



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

MEMO

To: Board of Health Members
From: Kylee Sullivan, Health Compliance Officer
Date: June 17, 2020
RE: Keeping of Hens Request at 8 Menotomy Rocks Drive

Anne & Philip Chen submitted a Keeping of Hens Site Plan Review Application for 8 Menotomy Rocks Drive on April 17, 2020. The property's dwelling is a single-family structure owned by the applicants. The property has five abutters. Abutters were notified by the applicants of their intent to keep hens via certified mail. The letters notified the abutters of a Board of Health hearing to be held on June 24, 2020 at 2:00pm.

The attached application provided by the applicants illustrates that all distance requirements set forth in the Town Bylaw are satisfied; the coop's proposed location does not violate the six feet minimum distance from all property lines. The materials submitted included all necessary components of the site plan application. A site walk was conducted on June 3, 2020 to verify the proposed location of the coop/pen and the structure. Please note, the structure is already constructed on the property but hens are not being kept.

8 Menotomy Rocks Drive Site Walk Pictures





Town of Arlington
Department of Health and Human Services
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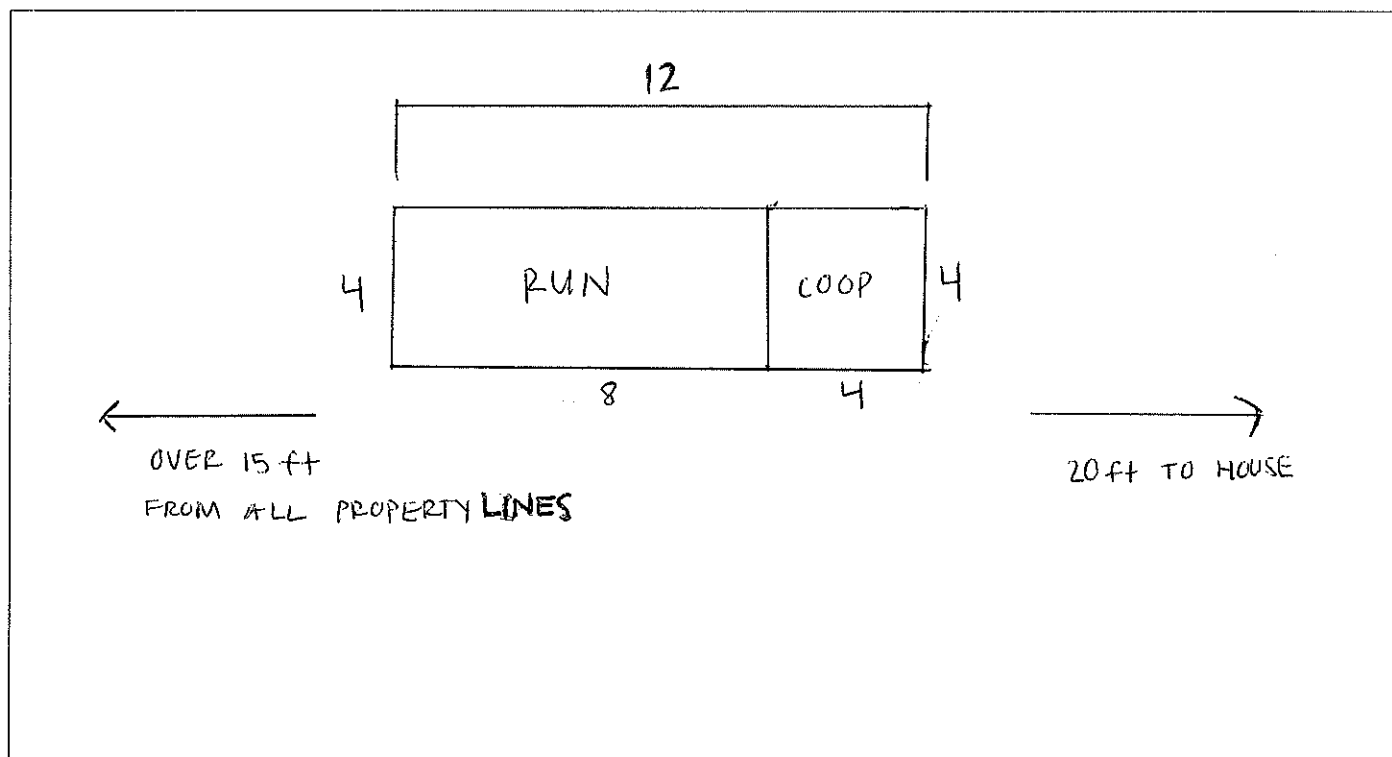
Henhouse/Pen Enclosure Inspection

Name of Applicant: PHILIP & ANNE CHEN Tel. #: 617-678-4320

Address: 8 MENOTOMY ROCKS DRIVE Email: ANNE 241618@GMAIL.COM

Number of hens to be kept: 6

1. Total square feet of henhouse: 16 (2 Sq. ft./ hen) Square feet of pen enclosure: 32 (5 Sq. ft./ hen)
2. Protection from elements: wood & clear plastic corrugated roof
3. Protection from predators: wire hardware cloth along run walls & into ground
4. Food and waste storage: Food stored in galvanized can, waste composted in yard



Notes: Property well-maintained with no signs of rodent activity.
COOP/run already built but in compliance with Bylaw
Set-backs & dimensions.

Inspector: K. SULLIVAN Date: JUNE 3, 2020 Approved: _____



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Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Health & Human Services

Arlington, MA

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KEEPING OF HENS SITE PLAN REVIEW APPLICATION

These guidelines are not final requirements. The Board of Health may require additional information based on the type and location of operation.

Plan Review Fee: \$150.00 (checks made payable to: Town of Arlington)

For office use only: Date/time application received: _____ Received by: _____
(BOH Staff)

APPLICANT NAME: Philip & Anne Chen

APPLICANT ADDRESS: 8 Menotomy Rocks Dr. Arlington, MA 02476

CONTACT NUMBER: 617-678-4320

CONTACT EMAIL: anne241618@gmail.com

Keeping of Hens Application Process Summary

1. Submit this Site Plan Review Application to Health Department with check for \$150.
2. Health Department reviews application and conducts site walk.
3. After plan review and site walk, a meeting date with the Board of Health is set. The applicant will notify all abutters at least 14 days but no more than 30 days prior to the hearing, of their intent to keep hens and the BOH hearing date, time and location. Abutters shall include both owners and tenants. The applicant shall provide verification of notification in the form of a signed letter or USPS receipt that a certified letter has been received.
4. A meeting with the Board of Health is held and a decision made to approve or deny application based upon all requirements set forth in town bylaw.
5. Once approved by the Board of Health, the applicant is required to submit an Application for Annual Permit to Keep Hens to the Health Department with a check for \$100 and the applicant will be permitted to construct coop and pen.
6. A final inspection is conducted once coop and pen have been constructed and final approval to keep hens is granted.
7. An annual permit to keep hens is required through the Health Department expiring April 1st of every year. A renewal permit must be obtained. Permit holders that fail to renew their keeping of hens permit prior to April 1st are subject to a \$100 reinstatement fee.
8. An annual inspection will be conducted by the Health Department. Failure to meet requirements set forth in the town bylaws may result in a re-inspection fee of \$100 and a hearing with the Board of Health to determine whether permit should be revoked, suspended, or subject to further conditions.

CIRCLE/ANSWER THE FOLLOWING QUESTIONS:

Is the applicant the sole owner of the property where hens will be kept?

YES/NO

If no, please provide signed written statements from all property owners granting permission for the keeping of hens.

What is the size of the property lot in square feet? 16,639 sq. ft.

I. HENHOUSE / PEN:

1. Location

- a. Will the henhouse/pen enclosure be in the rear yard of the property? (YES/NO) perhaps rear/side.
- b. Will the henhouse/pen enclosure be at least six (6) feet from all property lines? (YES/NO)
- c. Will the henhouse/pen enclosure be at least 25 feet from existing residences on adjacent lots? (YES/NO)
- d. Will the henhouse/pen enclosure be located at least 200 feet from the high water mark of any known source of drinking water supply or any tributary thereof, and at least 50 feet from any well? (YES/NO)
- e. Will the henhouse/pen enclosure conform to all relevant property setbacks for accessory structures as specified in sections 6.18 and 5.04(8.23) of the zoning bylaws? (YES/NO)
- f. Will the henhouse/pen enclosure interfere with any utility or other feature of the property that needs suitable access? (YES/NO)
- g. Will the henhouse/pen enclosure be located in a well-drained area that does not discharge to a public way or neighbor's property? (YES/NO)
- h. Please provide a plot plan depicting all of the following: all structures on property, all structures on abutting properties, and proposed locations of the henhouse/pen enclosure, composting/manure storage and food storage.

2. Construction

- a. Will the henhouse enclosure provide a minimum interior floor surface of at least two (2) square feet per bird? (YES/NO)
- b. Will the pen enclosure provide a minimum ground surface of at least five (5) square feet per bird? (YES/NO)
- c. Will the henhouse/pen enclosure be securely constructed in a manner that excludes predators and pests, including those that fly, burrow and reach? (YES/NO)
- d. Will the pen enclosure have a predator and pest proof material across the top? (YES/NO)
- e. Will the henhouse provide protection from the elements as needed? (YES/NO)

f. Will the henhouse be constructed in such a manner and with such materials that allow for effective weekly cleaning? YES/NO

g. Please provide a separate detailed description of the henhouse/ pen enclosure, including square footages and photographs if possible.

3. Maintenance

a. Will the feed be securely stored in a rodent and pest proof container? YES/NO

b. Will the feed leftover from feeding remain in an area accessible to rodents and pests past dusk? YES/NO

c. If weather is too cold, or composting is otherwise not possible, will there be a sealable container for waste to be stored until disposal? YES/NO

d. If composting is possible, how and where will waste be composted with carbonaceous material such as hay, bedding, or leaves? Please identify composting/ manure storage location on required certified plot plan.

we don't currently have a composter, but plan to get one, which will be kept to the back left of the house in the vicinity of henhouse. we have a good supply of leaves we can add to the compost.

e. What measures will be taken to prevent the buildup of pests or rodent populations due to the presence of hens on the property?

*- maintain proper cleanliness of henhouse / run
- closed + secured food storage (metal)
- proper fencing of run, screened windows, solid locks on door(s) so raccoons cannot open them.
- cover on run to protect against birds / chasing predators, entrance of rodents.
- treadle feeder*

f. Please provide a separate detailed written maintenance plan describing the following: cleaning practices and schedule for the henhouse/pen enclosure and feed and water containers, which anti-bacterial/viral cleaning solution will be used, which bedding material will be used in the henhouse and at which depth it will be provided, how frequently the bedding material will be composted, and any other appropriate nuisance (odor & noise) prevention measures that will be taken.

II. HENS:

1. Hen keeper

- a. The hen keeper must take a class in keeping hens. Is a copy of a certificate of completion from a hen-keeping course included in this application? Class at Dumbin Farm was cancelled due to coronavirus, but we are now taking an online class. YES (NO)
+ can submit certificate upon completion.
- b. Will there be a knowledgeable person in charge to care for hens during vacations or extended leaves? YES (NO)

2. Source

- a. What type of hens and how many hens will you be keeping?

6 hens.
Louisa orpingtons and/or Wyandottes chose
b/c of their docile nature

- b. Will the hens be acquired from S. pullorum clean sources from National Poultry Improvement Plan (NPIP) participants? YES (NO)

- c. Where will the hens be acquired from and what documentation will be provided?

Erickson's grain mill of Acton, MA. I will have
a receipt, but not sure of docs. on the phone I was assured
eggs come from a hatchery that controls for diseases.
mark is being one.

3. Health & Disease Concerns

- a. Will the hens be vaccinated from any communicable diseases? YES (NO)

If yes, from what? Eggs come from hatchery that protects against uerch's.
For coccidiosis we will be providing medicated feed for the first 3 mos.

- b. Will newly acquired hens be isolated from healthy resident birds? YES (NO)

If yes, where and for how long? But we are not planning on new hens.
we have no resident birds.

- c. Will the hens be separated from wild migratory fowl at all times? YES (NO)

- d. What will be done with a hen if it dies? we plan to wrap it well and
put it in the trash.

To complete this application the following materials must be provided:

- Copy of list of property abutters obtained from Town of Arlington Assessors Office.
- If applicant is not sole property owner, signed written statements from all property owners granting permission for the keeping of hens.
- Plot plan drawn to scale depicting all of the following: all structures on property, all structures on abutting properties, proposed locations of the henhouse/pen enclosure, composting/manure storage and food storage, and distance of henhouse and pen from property lines and existing adjacent residences. The BOH reserves the right to require the applicant to provide a plot plan certified by a professional engineer or land surveyor to resolve any questions or disputes relating to the conformance of the placement of the henhouse and pen with any and all relevant property setbacks and zoning bylaw requirements.
- Written maintenance plan and description of henhouse/pen enclosure.
- Copy of certificate of completion from a hen-keeping course.
- After a BOH hearing date has been set, submit a copy of a signed and dated letter or receipt from USPS that a certified letter has been received by each abutter informing them of your application to keep hens and notifying them of the BOH hearing date, time and location. Abutters include both property owners and tenants.

I have read the town bylaws regarding the keeping of hens and understand the requirements as outlined. I understand failure to comply with the requirements of the town bylaws and failure to prevent a public health nuisance may result in revocation of my Permit to Keep Hens.

Signature: Deanne L. Chen Date: 4-1-20

-----Office use only-----

Board of Health Meeting Date Assigned: 6/24

Daily

- Feeders and waterers should always be kept free of dropping, feathers or other debris.
- Tidy up nesting boxes. Collect eggs at least once a day, attend to obvious droppings in boxes.
- Inspect the flock. Everyone there, acting normally and looking good? Health problems may be evident of sanitation issues.

Weekly

- Disinfect waterer. Dirt and algae can build up quickly on chicken waterers. Clean with soapy water and rinse thoroughly. Also wipe down food hoppers and discard any moist or clumping feed.
- Brush or wipe roosts to remove any accumulated droppings.
- Add fresh bedding to nesting boxes, as needed.
- Inspect coop for leaks or damage. Address issues of natural wear or damage from predator efforts to access the coop to reduce potential bacteria problems from damp conditions.

Monthly

- Replace natural wood shavings (bedding) in nesting boxes. Damp bedding can pose a serious health risk. If a brooding hen is hatching eggs, do not disturb the box.
- Rake the run to remove excessive manure, level ground and help with drainage.
- Wash windows and screens. Dust accumulates quickly and keeping windows and screens clean will improve light and ventilation inside the coop.

Twice a Year

Time to make it shine! If a daily, weekly and monthly maintenance schedule has been maintained, a twice a year “deep clean” can often be completed in a couple of hours. Deep cleaning is best done in the fall and spring when the weather is agreeable. Free range or confine the chickens to the run while you give the coop a thorough cleaning. Open all windows and doors to maximize ventilation while cleaning. Gloves and respirators are recommended while deep cleaning.

- Shovel out litter and transfer to compost heap or bin. Manure shoveled from the coop in the fall will be ready to apply to the garden by springtime.
- Sweep and dust coop. Before “wet” washing, clear out loose dust on all surfaces.
- Scrub nesting boxes and roosts. Use white vinegar diluted to 1:10 in water to thoroughly scrub these high-traffic areas and any other spaces where droppings may build up. Allow all surfaces to dry completely before replacing litter and bedding.

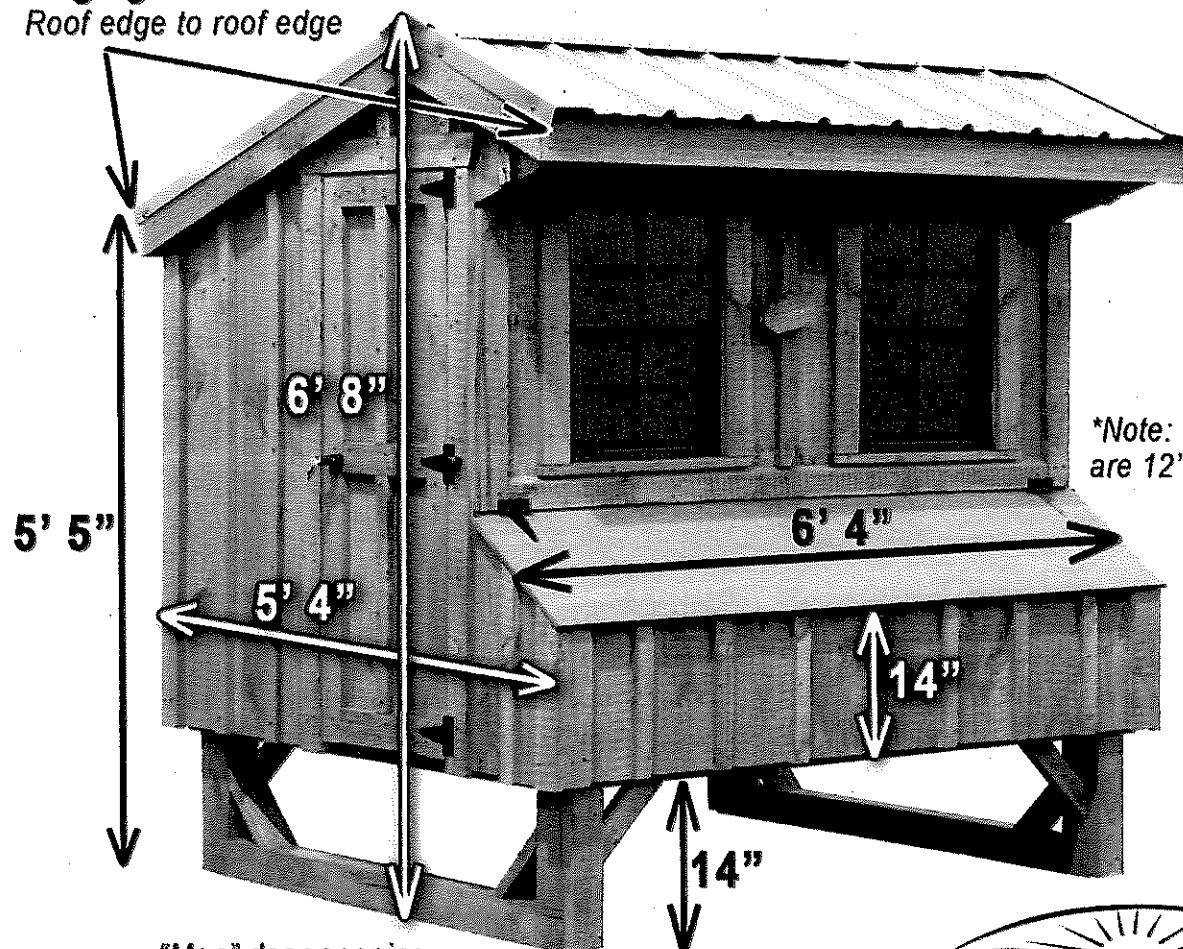
Additional Information Requested

1. As a family, we completed a backyard chicken class. With the pandemic restrictions upon us, we had time to do this all together. I did not receive a certificate upon completion, but will ask about that. Or some proof that we accomplished this.
2. We plan on placing feed in a galvanized trash can and storing it under our back deck, which you can look at when you come out.
3. Currently we are planning on a 3 inch pine shavings depth. We have also read that sand is a good alternative base to a coop and may try that later, but we are going to begin with pine shavings.
4. The run is 4' x 8', and it is constructed of pressure-treated 2x4's, ½" hardware cloth, and clear plastic corrugated roofing.

"Quaker" Coop Dimensions

**shown with metal roof upgrade*

5' 9"
Roof edge to roof edge



**Note: Nest b
are 12" deep*

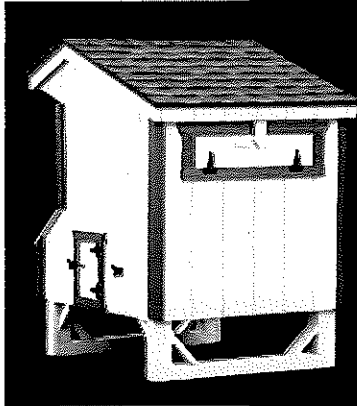
"Man" door opening
measures 20"w x 52" high



4x4 Quaker

- With Duratemp® siding
- 80" high - 14" off ground
- 4 nesting boxes
- Cream siding with black trim
- Forest green shingle

Shown with optional wire on



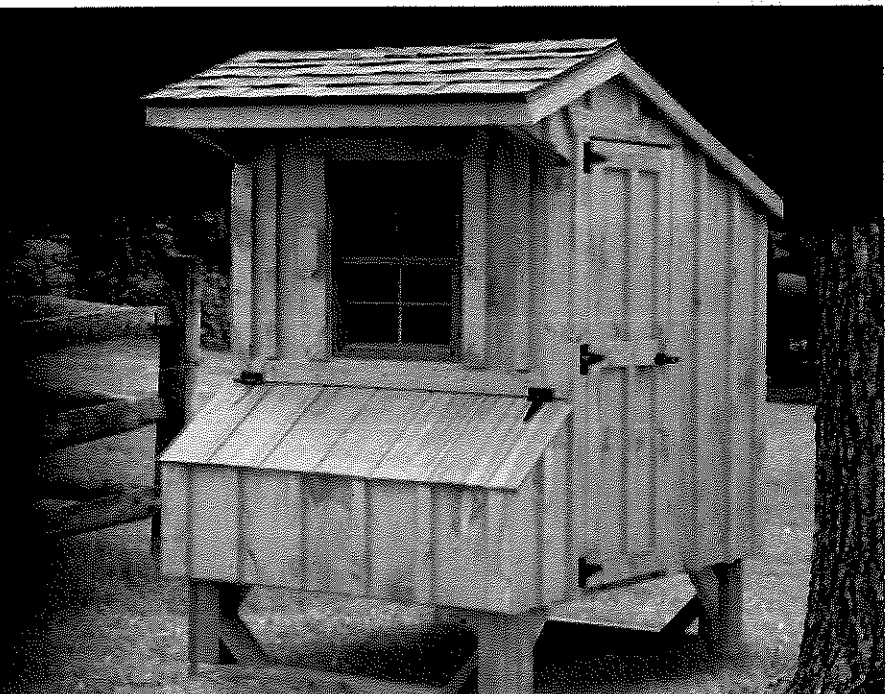
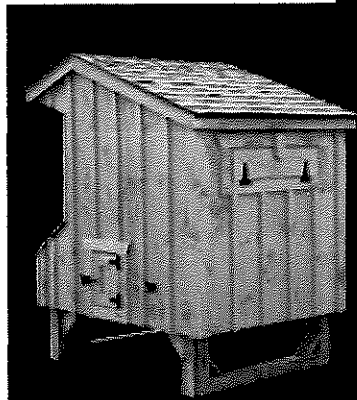
Standard Features

- Nesting Boxes
- Roost
- 5/8" LP Flooring with 10 yr Warranty
- Tech Shield Roofing
Sheathing keeps your coop cooler in warm weather



4x4 Quaker

- With board and batten siding
- 80" high - 14" off ground
- 4 nesting boxes
- Cedar stain
- Cedar shingles



Horizon Structures Chicken Coops

Rachel Miller <rachel@horizonstructures.com>

Thu, Apr 2, 2020 at 9:12 AM

To: Anne Chen <anne241618@gmail.com>

The 4x4 is the inside dimensions and then the outside would be 51" long and 62" wide (13" of that would be the where the next boxes stick out).

Also, the coop is 80" high and 14" off the ground.

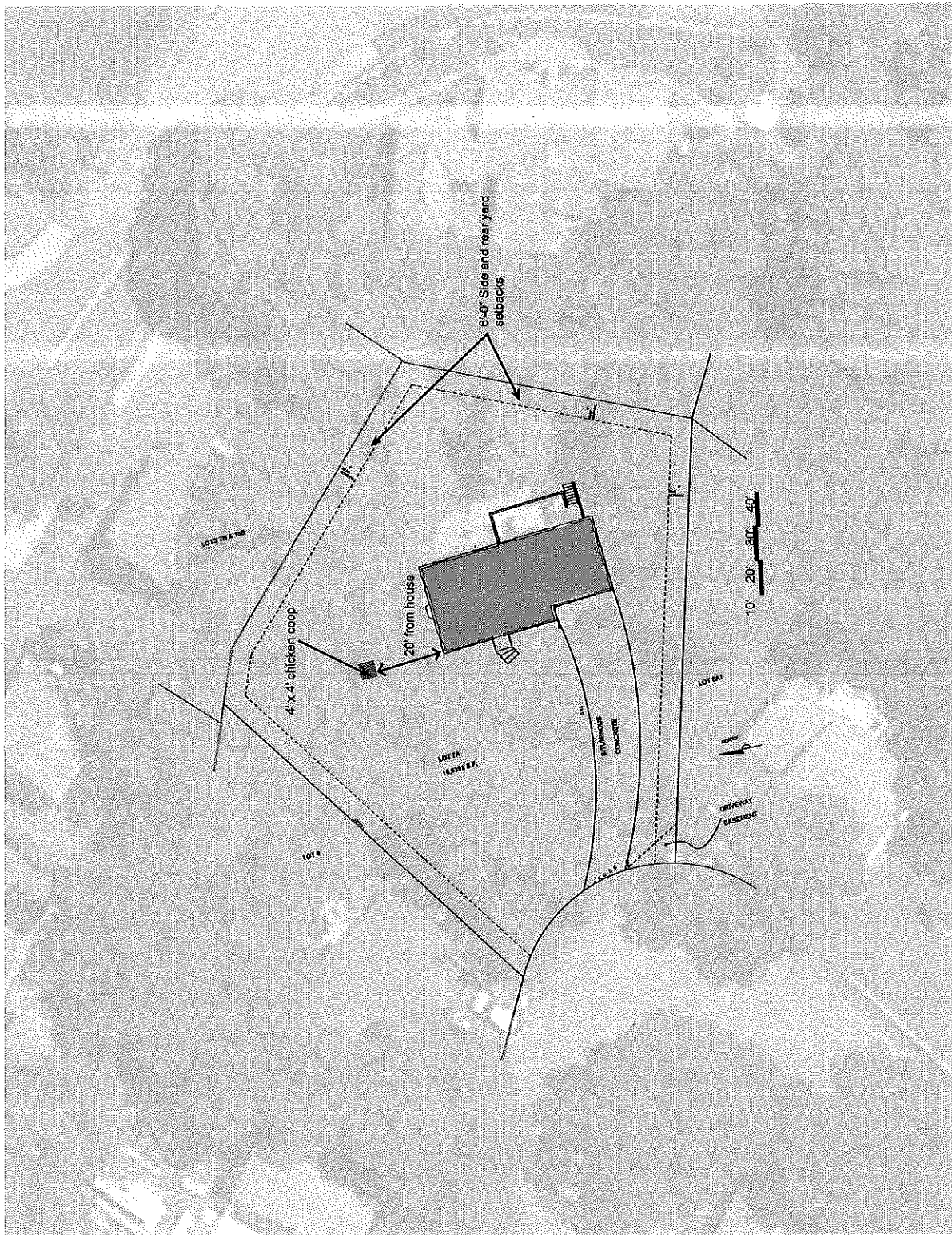
I hope that's helpful!

[Quoted text hidden]

4x6 Quaker Features & Specifications

we are getting this coop, just the 4x4 version

- 6 Nest Boxes
- Hinged Nest Box Lid
- Hinged Chicken Door with Latch
- Detachable Wooden Chicken Ramp (painted/stained to match coop)
- (2) 2x3 Wooden Roost Bars
- 18"w x48"h (Lockable) Access Door
- 2 Windows with Screens & Vinyl Coated Mesh
- Hinged Drop Vent with Latch and Vinyl Coated Mesh
- Your Choice Wood Siding: Pine Board & Batten (stained) OR LP Smartside (painted)
 - Pressure-Treated Wood Legs and Base
 - 2x4 Floor Joist 16" On Center
 - 5/8" Pressure-Treated Plywood Floor
 - 2x3 Rafters with 7/16" Techshield Sheathing
 - 30 Year Architectural Shingles





- Places by Category:
Police Station
Fire Station
Library
Public Works
Recreation - Parks
Recreation - Fields/Courts
Recreation - Fields/Courts
Open Space: Conservation
Open Space: Museum
Open Space - Labels
Open Space
State of Pine
Open Space
MA Highways
Interstate
Northford Routes
Abutting Towns
Town Boundary
Pavement
Buildings
Cemeteries
Roads
Road 2
Road 3
Road 4
Pavement Markings
Impervious Surface - For S
Street
Sidewalk
Driveway
Parking Lot
Road - For Large Scale (L)
Roads - For Small Scale (S)
Road - For Small Scale (S)
Road - For Small Scale (S)
Master Plan Base Map - M
Water Line
Water Body



The data shown on this map are provided for informational purposes only. The Town and its consultants are not responsible for the misuse or misinterpretation of the data.

Printed on 03/20/2020 at 09:07 AM





Office of the
Board of Assessors
Robbins Memorial Town Hall
Arlington, MA 02476
(781) 316-3050
Assessors@town.arlington.ma.us

Abutters List

Date: March 30, 2020

Subject Property Address: 8 MENOTOMY ROCKS DR Arlington, MA
Subject Property ID: 134-5-17.A

Search Distance: Direct Abutters
KEEPING OF HENS

The Board of Assessors certifies the names and addresses of requested parties in interest, all direct abutters of the property lines, of subject property.

Kevin L. Freely
Robert E. Greeley
[Signature]

Board of Assessors

Abutters List

Date: March 30, 2020

Subject Property Address: 8 MENOTOMY ROCKS DR
Arlington, MA
Subject Property ID: 134-5-17.A

Search Distance: Direct Abutters

Prop ID: 134-1-6
Prop Location: 134 GRAY ST Arlington, MA
Owner: NICHOLS LARRY D & KAREN C
Co-Owner:
Mailing Address:
134 GRAY ST
ARLINGTON, MA 02476

Prop ID: 134-1-7
Prop Location: 130 GRAY ST Arlington, MA
Owner: HACKL FLORIAN
Co-Owner: ATHAPPILLY GEENA KURIAKOSE
Mailing Address:
130 GRAY ST
ARLINGTON, MA 02476

Prop ID: 134-1-8.B
Prop Location: 3 VALLEY RD Arlington, MA
Owner: HIGGINS ERIN K
Co-Owner: ROSNER DOUGLAS B
Mailing Address:
3 VALLEY RD
ARLINGTON, MA 02476

Prop ID: 134-5-16
Prop Location: 12 MENOTOMY ROCKS DR Arlington, MA
Owner: OBRIEN JOHN E JR & CYNTHIA G
Co-Owner:
Mailing Address:
12 MENOTOMY ROCKS DR
ARLINGTON, MA 02476

Prop ID: 134-5-17.A
Prop Location: 8 MENOTOMY ROCKS DR Arlington, MA
Owner: CHEN PHILIP B & ANNE L
Co-Owner:
Mailing Address:
8 MENOTOMY ROCKS DR
ARLINGTON, MA 02476

Prop ID: 134-5-18
Prop Location: 4 MENOTOMY ROCKS DR Arlington, MA
Owner: GARNER RICHARD--ETAL
Co-Owner: MELCHER JENNIFER R
Mailing Address:
4 MENOTOMY ROCKS DR
ARLINGTON, MA 02476

Email Confirmation of Keeping of Hens Course

From: **Kunal Sampat** <kunal.sampat@gmail.com>
Date: Wed, May 27, 2020 at 11:49 AM
Subject: Congratulations on Completing Raising Chickens Course
To: <anne241618@gmail.com>

Dear Anne Chen:

Congratulations on completing the official Raising Chickens video course at raising-chickens.com!

You've invested a great amount of time and effort in your learning and we applaud you for your efforts.

You are now certified to:

- Raise a baby chick into a full-grown healthy chicken
- Select the right chicken breeds for your backyard
- Set up a chicken coop in your backyard
- Create the right living conditions for your chickens
- Design your yard to make it "chicken-proof"
- Entertain your chickens so they don't get bored
- Protect your chickens from predators and diseases
- Manage your chicken coop in than less 5 minutes per day
- Maintain the coop such that it does not attract flies or bad odor
- Have 100% FUN with your chickens

Congratulations again!

Sincerely,

Kunal & Jinal Sampat
Course Creators | Raising Chickens
raising-chickens.com



Town of Arlington, Massachusetts

Board of Health Meeting Schedule

ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	BOH_Meeting_Schedule.pdf	BOH Meeting Schedule



Town of Arlington
Department of Health and Human Services
Office of the Board of Health
27 Maple Street
Arlington, MA 02476

Tel: (781) 316-3170
Fax: (781) 316-3175

Proposed 2020 Board of Health Meeting Schedule:

- July 8, 2020
- July 29, 2020
- September 9, 2020
- October 14, 2020
- December 2, 2020

Time: To be Determined

Location: Conducted by Remote Participation



Town of Arlington, Massachusetts

Environmental



Town of Arlington, Massachusetts

Restaurant